

MINUTES
TRANSPORTATION ASSET MANAGEMENT COUNCIL
August 3, 2005
Aeronautics Building
Lansing, Michigan

Meeting noticed in accordance with Open Meetings Act, Public Act 267 of 1976.

Present

Carmine Palombo, Chairman
David Bee, Member
Eric Swanson, Member
Steve Warren, Member
Susan Mortel, Member

Howard Heidemann, Member
Jerry Richards, Member
Bill McEntee, Member
Robert Slattery, Member
Frank Kelley, Commission Advisor

Absent

Tom Wieczorek, Vice Chairman
Kirk Steudle, Member
Rob Surber- Center for Geographic Information

Staff Present

Rick Lilly- Bureau of Transportation Planning
Stacey Schafer- Bureau of Transportation Planning
Ron Vibbert- Bureau of Transportation Planning

Call to order

The meeting was called to order at 1:05 p.m.

Approval of Minutes- Rick Lilly

Mr. Richards indicated that the minutes should state who is speaking and reporting to the Council so the reader can actually know who is giving the presentation. Mr. Kelley indicated the date should be changed to July 28, 2005 as to when he gave the agency report last month. **Mr. Heidemann made a motion to approve the minutes as amended, supported by Mr. Richards. Motion carried.**

Correspondence and Announcements-Rick Lilly

Mr. Lilly informed the Council that the Strategic Analysis Committee is scheduled to meet on August 31, 2005. This meeting will be held, but Mr. Lilly will inform everyone, at a later date, as to the time and location. If the committee goes through with discussion on the business process, it will require a longer span of time than the normal two hours.

At least three members of the Council have indicated to Mr. Lilly that they are not going to be able to attend the September Council meeting. It was Mr. Lilly's recommendation that the September meeting be cancelled. **Mr. Slattery made a motion to cancel the September 7, 2005 meeting, supported by Mr. Heidemann. Motion carried.**

Mr. Palombo informed the Council that the House and Senate approved the Transportation Bill and sent it to the President. The Council will know more about this bill at a later date.

Agency Reports

Mr. McEntee stated that the Advisory Committee for the County Road Association of Michigan (CRAM) will be meeting next month in Traverse City as one of their quarterly meetings. Mr. Palombo informed the Council that the Michigan Transportation Planning Association (MTPA) and Michigan Association of Regions (MAR) recently held their annual conference in Traverse City. At the meeting, he gave an update as to where the Council is in terms of the asset management process. Mr. Palombo informed MTPA and MAR about one of the discussions that the Council had at the last meeting concerning data collection and some of the items that the Council was considering. There was a lot of discussion and the Metropolitan Planning Organization (MPO) expressed concerns about some of the data collection processes and what currently exists. The MPO agreed that they wanted to stay involved in this process in the future as opposed to collecting data any other way.

Committee Reports: Administrative & Education

Mr. Heidemann reported that the committee discussed a proposed budget for 2007. The budget would be about \$1.6 million.

The "Train the Trainer" course outline was presented. The committee recommended a three-day course.

Request for additional funding from Region 7 was submitted. They handle a large area, and their data collection efforts are split between two budget years. Mr. Lilly reported this is an active region with a small staff. The committee recommends that the Council increase the Region 7 budget up to, but not exceeding, \$20,000.

The motion is to increase funding to Region 7 up to, but not exceeding \$20,000. This would be a one time increase. The motion was made by Mr. Slattery, and was supported by Mr. Bee. Motion carried.

Mr. Heidemann informed the Council that the committee did an update on the National Center for Pavement Preservation. The main concern is that this is a very expensive class, but it has been given very high marks in terms of material presented. Mr. Lilly indicated that the center offered two different proposals in terms of how we could pay for it in the future. Mr. Lilly was not prepared to make a recommendation one way or the other because it is his thinking that the course is too expensive for what it offers. They wanted to run some more courses in the fall with the new budget, but Mr. Lilly is not prepared to recommend that until the committee can take a closer look. The committee was asked to review and digest what the two proposals are and give their recommendation back to Mr. Lilly on whether or not they think one is better than the other. Mr. Lilly is going to look closer at some of the breakdowns of the course and try to understand why the expenses of the course are so high.

Mr. Heidemann reported to the Council that the idea of a 'Technical Advisory Panel' was discussed. The committee discussed the different roles and who the Council would want on this panel. Mr. Palombo brought this idea to the committee, because he wanted to inform the new members that there was a provisionary such as this in the law. He also asked the committee if there was a role that a committee like this could play that would be useful to the Council. The Council is under no obligation under law to establish a group such as this. Mr. Palombo suggested that if there is a useful piece of work that this group can perform, it would not add to our work load, but rather subtract. The Council should seriously consider going the next step forward and figuring out who we can put on this committee. Mr. Warren stated that he agreed with the discussion of designating a technical committee. This group should focus on some aspect of the business that we are conducting and not replicate all of the different items that we discuss. One of the areas that Mr. Warren has considered concerns the strategic modeling that the Council has talked about. The Council has talked about having a group of technical individuals that would be advisory for this Council. We may want to rely on a group of technical experts to give an opinion with a specific mission and purpose. When we get into the modeling and analysis, the Council may want to rely on some technical assistance to give us an opinion. Mr. Slattery stated that we should have a job for this group to do before we create a group; it's important to have a purpose for the group. Ms. Mortel brought forth the point that although we may not need the group now, it's a good idea to get this panel around now, because it may take some time to gather a group of people under contract. This is an issue that the Council needs to keep in mind.

Data Management Committee Report

Mr. McEntee reported that the Beta testing is complete. The committee needs to meet before September.

PASER Data Collection is underway. We should be very heavily into this by late August or early September.

Mr. McEntee spoke in regard to the advisory panel. He thought that a lot of decisions need to be made on project cost, unit of measure and how long does a chipseal last. It would be great to think that we could come to a consensus on some of these things, but as a Council, we might have to rely on an outside advisory group to resolve some of these issues. There are some fixes on the list that might be good to have in the analysis software, but collectively we don't have enough experience on using those fixes to hold up the software. This would work for the advisory panel.

Monthly Report- Rick Lilly

Mr. Lilly addressed the Council on the monthly report. Each member was sent the monthly report. Mr. Lilly reported that the Council is underway with data collection. An evaluation was received from Local Technical Assistance Program (LTAP) from the PASER training session. Participants want more hands on activities. They would like to go out and drive roads. It was also expressed that participants don't want to come each year. However with changes in equipment and staff, we have to hold the sessions on an annual basis. Several people thought that we should certify people after they trained for a couple of years in a row to exempt them from coming every year. They don't feel that they need training on concrete because it is not going to deteriorate as much.

Mr. Lilly reported the Council has spent \$429,591 through the month of July. The Council is slightly ahead of where they were a year ago. This is due to the training that has been going on with the National Center for Pavement Preservation Classes, which we did not have last year.

Approval of 2007 Budget

Mr. Palombo stated that the 2007 budget needs to be presented to the State Transportation Commission at their August meeting to get it to the Legislature on time. The 2007 budget is basically a continuation of the 2006 budget, which is in the Legislature right now. It does not take into account a number of things that we might want to do at a later date. This is difficult to do because we have not

made some major decisions on such things as software pages. **The motion to approve the 2007 budget was made by Mr. Heidemann, supported by Mr. Warren. Motion carried.**

Discussion on Work Program

Mr. Palombo wanted to present the Council with the progress that either is or is not being made to each work item. Mr. Lilly went over the work program with the Council to identify key areas that still need to be covered. The things that are behind schedule are: the selection of the strategic model, and the assessment and selection of a bridge management model. A couple of the key decisions that need to be made are the selection of the model, how and when we are going to collect local data, and whether to stay with PASER and continue using the process of multiple teams or to go to some type of different rating system and different method of collecting data. The work program will be ending in May of 2006 and a new work program will need to be developed and approved before that time. The contract with Center for Geographic Information (CGI) will end in 2006. Another area is what the role of other groups like the Summit Action Team and the Technical Advisory Panel and universities might have with the Council. Coming up is the Michigan Asset Management Conference scheduled for May 9, 2006. There are other agencies that are looking to start asset management and are looking to the Council for guidance. The Michigan Department of Natural Resources and Tribal Agencies are interested in asset management and are setting up programs. Terry McNinch is in the process of working with the tribes. He is going to have his students go out and GPS all of the roads on the reservation. They will work with Mr. Surber, putting these into a framework. Also, there are small communities looking to start up an asset management process so they can move monies from their major street funds.

Ms. Mortel stated that we have talked about the idea of automating or receiving the PASER data in a more efficient way, but have never made a decision. As a Council, we have not decided who is going to be doing the actual ratings, how serious it is being taken, and to assure we are getting quality data. The idea to contract the PASER rating out so the Council can make sure they are receiving the best data collection possible needs to be addressed. Ms. Mortel requested that the Council go out and obtain different quotes on how much it would cost to contract one company out to do the ratings for next year. Mr. Richards also supported the idea of going out to get different possibilities to rate the roads. The staff has told the Data Committee that we are still getting a large deviation for as much as two data points in terms of quality control. The committee began to discuss a variety of items, including an automated system. It has been asked that staff look at receiving quotes from an engineering firm. This would run about \$60 a mile as in contrast to the \$10 a mile we are paying now. The Data Committee is concerned about the quality of the data that is available and will have different quotes ready for the Council at the next meeting. The Council needs to have some discussion on what our level of good data collection is. Mr. Palombo

brought up the idea of putting a one or two-day conference together to discuss different issues concerning data collection.

The Council needs to make sure they are staying on track with the current work program so they do not become lost on what needs to be accomplished.

Choice of Advisory Consultant

Mr. Lilly reported that the Strategic Analysis Committee was interested in bringing someone on board to help with the strategic model. Mr. Lilly spoke with the department's contract experts and found that there had to be three individual quotes. Katie Zimmerman, Doyt Bolling, Mike Markow, and Hyun-A Park were sent letters of interest. Hyun-A Park and Doyt Bolling did not respond. Ms. Zimmerman submitted an offer of \$2,560 per meeting, and Mr. Markow submitted an offer of \$1,350 per meeting. Both consultants are quite experienced which would be useful to the Council.

Mr. Warren stated that this was a Strategic Analysis Committee matter, and it was thought that it should be brought back to the Strategic Analysis Committee for a decision. Members can research both consultants and then go back to the Council for a final decision. There was concern about timing, because the committee needed to have someone hired by the end of August. It was decided the committee should meet immediately and come back with a recommendation.

Ms. Mortel made a motion to recess so that the Strategic Analysis Committee could discuss which consultant to hire, supported by Mr. Warren. Motion carried.

[Council in Recess.]

Mr. Heidemann made a motion to reconvene, supported by Mr. Slattery. Motion carried.

Mr. Warren reported that the Strategic Committee recommends hiring both Katie Zimmerman and Mike Markow to evaluate and define the business requirement for the Strategic Model. Ms. Zimmerman will be hired to advise on pavement matters and Mr. Markow on bridge matters. Motion was made by Mr. Warren, supported by Mr. Richards. Motion carried.

Both Ms. Zimmerman and Mr. Markow will be invited to the August 31, 2005 Strategic Analysis Committee meeting.

Discussion regarding Michigan Asset Management Conference

Larry Beckon spoke with the Council regarding conference set-up and what each member wants out of the conference. This meeting is scheduled for May 9, 2005. Council members should pass along any conference planning personnel they would want to help with planning this conference and working with Mr. Beckon.

Mr. Richards made a motion to allow staff to go ahead with the arrangements to conduct a seminar on May 9, 2006, and spend the money necessary, supported by Mr. McEntee. Motion carried.

Discussion on Role of Auxiliary Groups: Technical Advisory Panel & Summit Action Team

See discussion under Administrative and Education Committee report.

Public Comment

There was no public comment.

Adjournment

Meeting adjourned at 3:35 p.m.